

Central Stores one-stop ordering

Central Stores offers convenient one-stop ordering that saves you money and time when buying office supplies, paper and toner through new SmartBuying contracts.

You can also buy thousands of other items that are available on existing contracts through Central Stores. And you will be able to request *one monthly invoice* for all items you order.

Who can benefit from using Central Stores?

- All state agencies.
- Political subdivisions of Washington and qualified non-profit organizations.
- Participating colleges and universities, community and technical colleges.

How one-stop ordering works

- All items that are part of new SmartBuying contracts are noted by a red dollar sign \$.
- Items available through SmartBuying contracts at Central Stores include 1,049 types of office supplies. Bulk paper and toner will also be available.
- Another 2,000 to 3,000 office supply items will also be available from Office Depot through a "frequent-use catalog." You will be able to order them directly through Central Stores.
- All items you currently buy through Central Stores will also be available.
- One monthly invoice.

For additional details about one-stop ordering

<https://fortress.wa.gov/ga/inet/cs/AS-FAQ.htm>

Shop Central Stores

<http://www.ga.wa.gov/centralstores/>

Search for other cost-saving contracts from GA: www.ga.wa.gov
Click on "look up state contracts"

Visit the SmartBuying website at: <http://www.smartbuying.wa.gov>

BEST SERVICES - BEST PRODUCTS - BEST VALUE

